

Citywide Program Expenditures

Citywide Program Expenditures



Mission Statement

To respond to community expectations of a financially stable, efficiently run municipal government by maintaining financial control over various general City expenses not attributable to any one specific department.

Division/Major Program Description

Accounting and Information Processing

This program provides funding for General Fund departments' share of information technology charges for the financial accounting systems used Citywide, such as the Accounting and Management Resource Information System, the Accounts Payable System, City Automated Personnel Payroll System and online accounting reports viewing system.

Americans with Disabilities Act Paratransit Service Program

The City's Dial-A-Ride Program for low-income residents with disabilities ended on June 30, 1995. Funding for the Program has been allocated to the Metropolitan Transit Development Board in order to offer a service that complies with the Americans with Disabilities Act. This Program reflects a portion of the City's funding level requirement associated with Proposition A, TransNet Maintenance of Effort.

Animal Regulation Services

The County of San Diego, through agreement with the City of San Diego, provides animal control services to the City. This program provides the funding for this contract.

Annual Audit

An independent certified public accounting firm is retained to conduct annual audits of the City's financial operations. As a result of these audits, the firm reports on the financial position of the various funds of the City, the propriety of accounting principles followed, compliance with applicable laws and the accountability of officers and employees.

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Division/Major Program Description

Assessments to Public Property

Special Maintenance Assessment Districts have been established for lighting, open space and public improvements. This program provides for the assessments on City-owned land within each of these areas. The costs are dependent upon the number of districts, the purchase and/or sale of land within these districts and the cost and amount of maintenance performed.

Centralized General Fund IT Allocations

This activity provides funding for the maintenance of General Fund UNIX application servers.

Citizens' Review Board on Police Practices

The Citizens' Review Board on Police Practices reviews and evaluates serious complaints brought forward by the public against the Police Department as well as all officer-involved shootings and in-custody deaths. The Board also reviews and evaluates the administration of discipline arising from these complaints. Following review and evaluation, the Board may propose alternative action to the Police Chief and City Manager.

City Geographic Information Systems/San Diego Geographic Information Source

The San Diego Geographic Information Source (SanGIS) is a City/County Joint Powers Agreement established in June 1997 by the Mayor and City Council and the County Board of Supervisors. SanGIS was established to maintain and promote the use of a regional geographic data warehouse for the San Diego area. One of the main goals of Geographic Information Systems (GIS) in the City of San Diego is to have an enterprise-wide seamless system that allows easy access to the 200 plus layers of information the City has available. By having an increasing number of departments become part of the GIS enterprise-wide system, the City has access to more layers of information that management can use when making tactical and operational decisions.

Citywide Drug Testing

This program provides staff and related non-personnel expenses to maintain the City of San Diego's commitment to a drug-free work environment.

Citywide Elections

This program provides funding for contractual City election expenses. Election program costs include a contract with the Registrar of Voters to provide the following services: tabulating the number of registered voters in the City, verifying candidate nominating signatures and other petition signatures, establishing voter precincts, providing for polling places and voting machines, printing and mailing sample ballots, tabulating votes and producing the canvas of returns. This program also includes the costs of Election Central, inaugural expenses, election information on the Internet and publication of the City's ethics laws, which include the campaign control ordinance.

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Citywide Training

This program provides for training needs identified by the City Manager's Office for implementation Citywide. This program has been designed to enhance technical, managerial and supervisory skills and provide City employees the opportunity to focus on their professional development. Various City departments absorb many of the costs associated with training. This program provides funding for those costs not absorbed by departments.

Council Budget Liaison

This program provides funding for the provision of independent budget analysis to the Mayor and City Council, providing them a more in-depth knowledge of City departments, activities, programs and priorities, thus enabling the Mayor and City Council to better set policy and priorities for the City.

Data Processing/New Development

This program reflects the management of information services and systems. This program includes a General Fund contribution to Information Technology and Communications for ongoing Information Technology staff and Cable Television Program costs and funding for the City's e-Government Program, as well as funding for the ongoing maintenance and enhancement of the Financial Management Information System and the On-line Purchasing Information System.

Data Processing/Telephone - Legislative Services

This program provides funding for the data processing and telephone requirements of the Mayor and City Council offices.

Development Services

This program funds the General Fund portion of the Development Services Department.

Diversity Commitment

This budget reflects the General Fund contribution for the City of San Diego's ongoing commitment to diversity in the City workforce. The program includes training by in-house and external consultants, training notebooks, supplies, facilities and other logistical materials.

Docket Services

This program ensures that Manager's Reports and Requests for Council Action are processed accurately, completely and according to established guidelines.

Emergency Medical Services (EMS) Program

This Program is the result of a Mayor and City Council approved redesign of the Emergency Medical Services (EMS) delivery system. It was created with the transfer of the paramedic administration function from the San Diego Fire-Rescue Department during Fiscal Year 1997. The Program is mandated through a City-County contract and is responsible for ensuring high quality emergency medical services to the residents of San Diego through

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Division/Major Program Description

Emergency Medical Services (EMS) Program (continued)

clinical oversight, quality assurance and improvement, monitoring of First Responder Medic Engines and the transport provider's response times, as well as financial and operational oversight of the entire EMS system.

Emergency Medical Services (EMS) Transport Provider

This program provides the General Fund contribution to the San Diego Fire-Rescue Services EMS Revenue Fund. The EMS Revenue Fund provides the primary Advanced Life Support ambulance coverage through the San Diego Medical Services Enterprise, Limited Liability Company whose members are the City of San Diego and Rural/Metro of San Diego, Inc. The program provides ambulances on a 24-hour basis that are staffed by paramedics and emergency medical technicians. This portion of the program also manages the implementation and function of the medical dispatch staff and Computer Aided Dispatch system.

Employee Personal Property Damage Claims

This program provides funding to reimburse City employees for personal property damaged during the course of employment.

Energy Conservation Program

This Program provides funding for the General Fund's portion of the Energy Conservation and Management Division of Environmental Services Department, whose objective is to explore incentives, innovative technologies and development of a long-term strategic energy plan and education programs to encourage energy conservation by City residents, businesses, new private developments, and City facilities.

Health

Under State law, San Diego County is required to provide basic health services within the City of San Diego including vector control, water quality monitoring and massage technician licensing. This program provides funding for the massage technician proficiency exams performed to comply with massage establishment and massage technician licensing requirements. The Metropolitan Wastewater Department budgets for the vector control and water quality monitoring services.

Human Relations Commission

This program provides staff support to an advisory board to the Mayor, City Council and City Manager. The Commission advises the Mayor, City Council and City Manager on methods of ensuring that all residents of the City have equal access to economic, political and educational opportunities; equal access to accommodations in all business establishments in the City of San Diego and equal service and protection by public agencies. The Commission collaborates with community groups, public and private agencies and law enforcement to create

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Division/Major Program Description

Human Relations Commission (continued)

comprehensive and effective educational programs, which address interracial, inter-religious and intercultural understanding. It also investigates and mediates discrimination complaints of employment, housing and public accommodations.

Information Technology & Communications (IT&C) - Communications Division

This program provides the General Fund's portion of the IT&C Department's Communications Division allocation.

Insurance

This program provides for payment of the annual premium for the City's fire, property and other insurance policies on City-owned buildings.

Management Compensation

This program funds the Management Benefits Plan for the Mayor and City Council.

Memberships

This program provides funding for the City's dues in various organizations including: San Diego Association of Governments (SANDAG), League of California Cities, National League of Cities, Public Technology, Inc., U.S. Conference of Mayors, and other miscellaneous memberships.

Nuisance Abatement Fund

This program provides funding necessary for the Nuisance Abatement Fund to cover up-front costs of abatement of unsound buildings and/or boarding and securing of such structures. Up-front costs will be recovered in time through liens against the private properties involved.

Office Space/Master Lease

Within this program, the City budgets for office space requirements outside of City-owned buildings for General Fund departments.

Optimization Program Transfer

This budget reflects the General Fund contribution for costs associated with the Optimization Program.

Parking Meter Districts

This program provides funding to the Parking Meter Districts. The program distributes a portion of parking meter revenue to three designated districts, which may be used for street improvements, parking lots, parking structures, valet parking, signage, landscaping, extraordinary maintenance, and security. The designated districts are Downtown, Uptown, and Mid-City.

Printing and Mail Services

This program includes the costs of printing information pamphlets as well as the City's Proposed and Annual Budget documents and CD-ROMs, Manager's Reports and Administrative Regulations. This program also provides mail service support for the various programs in this Department.

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Division/Major Program Description

Property Tax Administration

In Fiscal Year 1991, the State of California adopted legislation that provides for counties to charge cities their proportionate share of the cost of administering the property tax collection process. This program provides funding for this expense. The City receives interest earnings on property taxes from the County of San Diego for property tax administration, offsetting the actual cost to the General Fund.

Public Liability Claims Fund

The City is self-insured for any public liability claim arising from real or alleged tortious acts on the part of the City, including claims for bodily injury, property damage, inverse condemnation, false arrest, errors and omissions, and the annual premium for the City's excess liability coverage. Budgeted funding reflects the General Fund contribution to the Public Liability Claims Fund to pay claims awarded during the year.

Refuse Container Fund

This allocation provides funding for periodic replacement of refuse containers for Environmental Services Department.

Small Business Enhancement Program (SBEP)

In Fiscal Year 1996, the Mayor and City Council lowered the Business Tax Certificate fee for businesses with 12 or fewer employees to \$34. The City Council also approved funding of \$20 per small business registered with the City for the Small Business Enhancement Program (SBEP). The initial five point approach to strengthen and enhance delivery of services was formulated by a committee appointed by the Mayor and City Council in November 1995. In Fiscal Year 2000, City Council Policy 900-15 (Small Business Enhancement Program) was developed to better provide for accountability, efficiency, and flexibility in the administration of the Program. Under the policy the SBEP funds are allocated to the Office of Small Business for Citywide activities and to the Business Improvement District (BID) Council (a collaboration of the City's 19 BIDs) for neighborhood business district development. Citywide activities include the Storefront Improvement Program, Business Outreach and Education, and Small Business Ombudsperson and Advocacy Services. Collectively, more than 35 different agencies receive funding through this Program and services are provided for the benefit of the more than 60,000 small businesses registered with the City.

Special Consulting Services

This program provides funding for special consulting services on various issues, such as services to people with disabilities, feasibility studies related to financing various projects and various expenses required to effectively manage the organization.

Citywide Program Expenditures

Division/Major Program Description

Special Pay

This program was established during Fiscal Year 1998 to provide funding for negotiated special pay adjustments for various position classifications.

Transportation Subsidy

This program provides funding to subsidize City employees' commuting costs for various modes of public transportation.

Citywide Program Expenditures					
	FY 2003 BUDGET		FY 2004 BUDGET		FY 2005 FINAL
Positions	14.00		13.00		(1.00)
Personnel Expense	\$	1,845,817	\$	1,436,638	\$ 1,477,385
Non-Personnel Expense	\$	40,556,531	\$	40,351,422	\$ 44,715,155
TOTAL	\$	42,402,348	\$	41,788,060	\$ 46,192,540

Department Staffing

	FY 2003 BUDGET	FY 2004 BUDGET	FY 2005 FINAL
GENERAL FUND			
Citywide Program Expenditures			
Acctg & Info Processing	1.00	1.00	1.00
Citizens' Review Board	2.00	2.00	2.00
Citywide Drug Testing	1.00	1.00	1.00
Council Budget Liaison	1.00	1.00	1.00
Docket Services	2.00	2.00	2.00
Emergency Medical Services	3.00	3.00	2.00
Human Relations Commission	3.00	3.00	3.00
Special Consulting Services	1.00	0.00	0.00
Total	14.00	13.00	12.00

Department Expenditures

	FY 2003 BUDGET	FY 2004 BUDGET	FY 2005 FINAL
GENERAL FUND			
Citywide Program Expenditures			
A D A Paratransit Serv Prog	\$ 150,918	\$ 150,918	\$ 150,918
Acctg & Info Processing	\$ 956,770	\$ 925,909	\$ 1,018,212
Animal Regulation Services	\$ 4,557,998	\$ 4,871,287	\$ 5,290,810
Annual Audit	\$ 100,600	\$ 100,600	\$ 105,630
Assessments to Public Property	\$ 260,000	\$ 260,000	\$ 260,000
Centralized General Fund IT Allocations	\$ -	\$ -	\$ 434,390
Citizens' Review Board	\$ 227,482	\$ 212,469	\$ 227,846
City GIS / SanGIS	\$ 592,832	\$ 580,660	\$ 581,351

Citywide Program Expenditures

Department Expenditures

	FY 2003 BUDGET	FY 2004 BUDGET	FY 2005 FINAL
GENERAL FUND			
Citywide Program Expenditures			
Citywide Drug Testing	\$ 164,704	\$ 167,193	\$ 172,258
Citywide Elections	\$ 413,376	\$ 371,636	\$ 371,636
Citywide Training	\$ 172,439	\$ 156,433	\$ 156,449
Council Budget Liaison	\$ 103,524	\$ 108,718	\$ 121,663
Data Proc/Tele Legislative Srv	\$ 663,627	\$ 748,447	\$ 541,789
Data Processing/New Devel	\$ 7,398,645	\$ 7,158,463	\$ 7,027,472
Development Services	\$ -	\$ 181,553	\$ 731,553
Diversity Commitment	\$ 513,753	\$ 355,204	\$ 355,204
Docket Services	\$ 127,699	\$ 142,122	\$ 134,763
E M S Transport Provider	\$ 1,575,000	\$ 1,983,000	\$ 2,161,375
Emergency Medical Services	\$ 574,630	\$ 589,505	\$ 575,732
Employee Personal Prop Claims	\$ 10,917	\$ 9,825	\$ 9,825
Energy Conservation Fund	\$ 119,526	\$ 119,526	\$ 119,526
Exceptional Performance Comp	\$ 446,625	\$ -	\$ -
Fellowship Program	\$ 84,021	\$ 75,621	\$ -
Health	\$ 16,273	\$ 16,273	\$ 16,273
Human Relations Commission	\$ 329,029	\$ 341,888	\$ 350,801
Insurance	\$ 1,215,000	\$ 1,376,046	\$ 1,770,360
IT&C Communications Div - GF Portion	\$ -	\$ -	\$ 2,886,496
Management Compensation	\$ 297,250	\$ 356,700	\$ 356,700
Memberships	\$ 388,625	\$ 388,625	\$ 388,625
Municipal Activities	\$ 12,406	\$ 12,406	\$ -
Nuisance Abatement Fund Trans	\$ 49,284	\$ 49,284	\$ 47,805
Optimization Program Transfer	\$ 244,994	\$ 229,955	\$ 126,387
Outside Office Spc/Mstr Lease	\$ 8,099,506	\$ 7,336,997	\$ 7,475,984
Parking Meter Districts	\$ 2,276,892	\$ 2,276,892	\$ 2,276,892
Printing and Mail Services	\$ 85,450	\$ 76,905	\$ 76,905
Property Tax Administration	\$ 1,827,643	\$ 1,827,643	\$ 1,827,643
Public Liab Claims Fund Trans	\$ 5,853,600	\$ 5,853,600	\$ 5,853,600
Refuse Container Fund	\$ 120,000	\$ 120,000	\$ 120,000
Reimbursement to Cap Outlay	\$ 111,489	\$ 111,489	\$ -
Small Business Enhancement	\$ 1,182,803	\$ 1,185,301	\$ 1,123,730
Special Consulting Services	\$ 597,499	\$ 498,203	\$ 499,068
Special Pay	\$ 187,547	\$ 168,792	\$ 168,792
Transportation Subsidy	\$ 278,077	\$ 278,077	\$ 278,077
Travel Contingency	\$ 13,895	\$ 13,895	\$ -
Total	\$ 42,402,348	\$ 41,788,060	\$ 46,192,540

Citywide Program Expenditures

Significant Budget Adjustments

GENERAL FUND

Citywide Program Expenditures	Positions	Cost
Salary and Benefit Adjustments Adjustments to reflect the annualization of the Fiscal Year 2004 negotiated salary compensation schedule, Fiscal Year 2005 negotiated salaries and benefits, changes to average salaries, retirement contributions and other benefit compensation.	0.00	\$ 122,200
Support for Information Technology and Communications (IT&C) Communications Division Funding for General Fund's portion of IT&C Communications Division.	0.00	\$ 2,886,496
Non-Discretionary Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.	0.00	\$ 698,766
Support for Development Services Funding to reimburse Development Services Department for expenses incurred as a result of permit fee waivers related to the Cedar Fire.	0.00	\$ 550,000
Consolidated General Fund UNIX Maintenance Costs Consolidation of costs for maintenance of General Fund UNIX application servers. These costs have been reduced from other General Fund budgets.	0.00	\$ 434,390
Support for Animal Regulation Services Required increase to Animal Regulation Contract with the County of San Diego.	0.00	\$ 419,523
Support for Emergency Medical Services (EMS) Program Increase in EMS contract to offset reduction in Medicare per-patient reimbursement for ambulance transport.	0.00	\$ 131,375
Increase to EMS Subsidy Provides support for Paramedic/Firefighter positions.	0.00	\$ 47,000
Support for External Audit Increases allocation for external audit contract.	0.00	\$ 5,030
UCSD Medical Contract Increase Increase based on Consumer Price Index.	0.00	\$ 4,752
Reduction to Municipal Activities Allocation Reduction to Municipal Activities allocation to provide General Fund savings.	0.00	\$ (12,406)

Citywide Program Expenditures

Significant Budget Adjustments

GENERAL FUND

Citywide Program Expenditures	Positions	Cost
Reduction of Travel Contingency	0.00 \$	(13,895)
Reduction of Travel Contingency to provide General Fund savings.		
Citywide Personnel Reductions	(1.00) \$	(56,236)
Reduction of 1.00 Associate Management Analyst in the Emergency Medical Services Program.		
Reduction to Small Business Enhancement Program	0.00 \$	(66,608)
Reduction to Small Business Enhancement Program to provide General Fund savings.		
Reduction of Fellowship Program	0.00 \$	(75,621)
Reduction of Fellowship Program to provide General Fund savings.		
Reduction to Optimization Program Transfer	0.00 \$	(100,000)
Reduction to Financial Management Department's Optimization Program to provide General Fund savings.		
Reduction of Capital Outlay Reimbursement	0.00 \$	(111,489)
Reduction of Capital Outlay Reimbursement allocation to provide General Fund savings.		
Support for Information Technology	0.00 \$	(224,046)
Funding has been reallocated according to a Citywide review of information technology budget requirements and priority analyses.		
Additional Reductions to Citywide Programs	0.00 \$	(234,751)
Reductions in various Citywide activities to provide General Fund savings.		

Expenditures by Category

	FY 2003 BUDGET	FY 2004 BUDGET	FY 2005 FINAL
PERSONNEL			
Salaries & Wages	\$ 1,288,315	\$ 803,022	\$ 799,495
Fringe Benefits	\$ 557,502	\$ 633,616	\$ 677,890
SUBTOTAL PERSONNEL	\$ 1,845,817	\$ 1,436,638	\$ 1,477,385
NON-PERSONNEL			
Supplies & Services	\$ 35,002,095	\$ 34,885,502	\$ 39,118,712
Information Technology	\$ 5,238,748	\$ 5,141,144	\$ 5,324,295
Energy/Utilities	\$ 178,638	\$ 190,016	\$ 137,388

Citywide Program Expenditures

Expenditures by Category

	FY 2003 BUDGET	FY 2004 BUDGET	FY 2005 FINAL
Equipment Outlay	\$ 137,050	\$ 134,760	\$ 134,760
SUBTOTAL NON-PERSONNEL	\$ 40,556,531	\$ 40,351,422	\$ 44,715,155
TOTAL	\$ 42,402,348	\$ 41,788,060	\$ 46,192,540

Revenues by Category

	FY 2003 BUDGET	FY 2004 BUDGET	FY 2005 FINAL
GENERAL FUND			
Revenue from Money & Property	\$ 700,000	\$ -	\$ -
Charges for Current Services	\$ 898,607	\$ 903,643	\$ 759,312
TOTAL	\$ 1,598,607	\$ 903,643	\$ 759,312

Salary Schedule

GENERAL FUND

Citywide Program Expenditures

<i>Class</i>	<i>Position Title</i>	<i>FY 2004 Positions</i>	<i>FY 2005 Positions</i>	<i>Salary</i>	<i>Total</i>
1107	Administrative Aide II	1.00	1.00	\$ 46,230	\$ 46,230
1218	Assoc Management Analyst	1.00	0.00	\$ -	\$ -
1349	Info Systems Analyst III	1.00	1.00	\$ 66,296	\$ 66,296
1662	Personnel Assistant II	1.00	1.00	\$ 43,762	\$ 43,762
1726	Principal Clerk	1.00	1.00	\$ 47,989	\$ 47,989
1776	Public Information Clerk	1.00	1.00	\$ 34,873	\$ 34,873
1876	Executive Secretary	2.00	2.00	\$ 48,366	\$ 96,732
2212	Council Representative II	1.00	1.00	\$ 89,305	\$ 89,305
2266	Asst to Exec Dir Human Rel	1.00	1.00	\$ 70,785	\$ 70,785
2268	Executive Director	2.00	2.00	\$ 93,686	\$ 187,372
2270	Program Manager	1.00	1.00	\$ 91,930	\$ 91,930
	Executive Fringe Benefits	0.00	0.00	\$ -	\$ 356,700
	Bilingual - Regular	0.00	0.00	\$ -	\$ 1,515
	Ex Perf Pay-Unclassified	0.00	0.00	\$ -	\$ 1,599
	Overtime Budgeted	0.00	0.00	\$ -	\$ 19,150
	Temporary Help	0.00	0.00	\$ -	\$ 1,957
	Total	13.00	12.00	\$	1,156,195
CITYWIDE PROGRAM EXPENDITURES		13.00	12.00	\$	1,156,195
TOTAL					

Citywide Program Expenditures

Five-Year Expenditure Forecast

	FY 2005 FINAL	FY 2006 FORECAST	FY 2007 FORECAST	FY 2008 FORECAST	FY 2009 FORECAST	FY 2010 FORECAST
Positions	12.00	12.00	12.00	12.00	12.00	12.00
Personnel Expense	\$ 1,477,385	\$ 1,521,707	\$ 1,567,358	\$ 1,614,378	\$ 1,662,810	\$ 1,712,694
Non-Personnel Expense	\$ 44,715,155	\$ 46,056,610	\$ 47,438,308	\$ 48,861,457	\$ 50,327,301	\$ 51,837,120
TOTAL EXPENDITURES	\$ 46,192,540	\$ 47,578,317	\$ 49,005,666	\$ 50,475,835	\$ 51,990,111	\$ 53,549,814

Citywide Program Expenditures

No major projected requirements.

Fiscal Years 2006 - 2010